

TD
we

M E M O R A N D U M

TO: Kathleen Allen, Administrator
Ethics Administration

FROM: Robin Gremillion, Director
Disclosure Division

DATE: January 29, 2016

DOCKET: 2016.088

RE: BUTLER, OLGA FOSTER
Tier 3 Annual Personal Financial Disclosure Statement covering 2014
Richmond Board of Aldermen - Madison Parish
Late Fee: \$1500
WAIVER REQUEST

Olga Butler has served on the Richmond Board of Aldermen since first being elected in the October 2010 election. Ms. Butler has filed seven disclosure statements and/or amendments with this agency.

On January 14, 2016, Ms. Butler timely requested a waiver of late fees related to the above referenced disclosure statement. Ms. Butler states that her disclosure statement was filed by the city clerk on September 3, 2015. A request to the IT Division was made on January 12, 2016 asking if Ms. Butler's disclosure statement was transmitted on or around that date. The search result showed that the disclosure statement was not filed. The chronology follows:

Tier 3 Annual Personal Financial Disclosure Statement covering 2014

- Original PFD due date: May 15, 2015
- NOD-FF Received: September 2, 2015
- PFD due date based on receipt of NOD: September 14, 2015
- PFD filed: January 14, 2016
- Days late from receipt of NOD: 122
- Total days late from initial due date: 244
- Late Fee Order Received: January 11, 2016
- Payment or waiver request due date: February 1, 2016
- Waiver request received: January 14, 2016

Other PFD Late Fees: No

Other CF Late Fees: No

Other Outstanding Disclosures: No

Prior Disclosure Late Fees: No

Reassessed Late Fees: No



STATE OF LOUISIANA
DEPARTMENT OF STATE CIVIL SERVICE
LOUISIANA BOARD OF ETHICS

P. O. BOX 4368
BATON ROUGE, LA 70821
(225) 219-5600
FAX: (225) 381-7271
1-800-842-6630
www.ethics.state.la.us

CERTIFIED MAIL

NO. 70151520000339330011

RETURN RECEIPT REQUESTED

August 31, 2015

Olga F. Butler
100 Leslie Lane
Richmanqq, LA 71282

RE: NOTICE OF DELINQUENCY - FAILURE TO FILE
Statement covering 2014
Alderman, Village of Richmond

Dear Olga F. Butler:

Pursuant to La. R.S. 42:1124.4, if a person fails to file a Personal Financial Disclosure Statement as required by 42:1124, 1124.2, 1124.2.1, or 1124.3; omits information; or files inaccurately, a Notice of Delinquency shall be issued. A review of our records indicates that we have not received your Personal Financial Disclosure Statement.

You have 7 business days from the date of receipt of this Notice to file your Tier 3 Personal Financial Disclosure Statement covering 2014, or to submit an Answer explaining why you feel you are not required to file a Personal Financial Disclosure Statement. Failure to file a Personal Financial Disclosure Statement or an Answer within the 7 business days will subject you to an automatic late fee of \$50 per day up to a maximum of \$1,500. Proof of timely filing is determined by the U.S. Postal Service postmark; receipt from the U.S. Postal Service; or receipt from a commercial delivery service.

The form for the Tier 3 Personal Financial Disclosure Statement (Form 418a) is available on the Louisiana Board of Ethics website at www.ethics.state.la.us. If you have any questions, you may contact me at 225/219-5600 or 800/842-6630.

Sincerely,

Vivian Head
Compliance Officer

SENDER COMPLETE THIS SECTION

- Complete items 1, 2, and 3. Also complete item 4 if Restricted Delivery is desired.
- Print your name and address on the reverse so that we can return the card to you.
- Attach this card to the back of the mailpiece, or on the front if space permits.

1. Article Addressed to:

Olga F. Butler
100 Leslie Lane
Richmanqg, LA 71282



0011

2. Article Number
(Transfer from service label)

PS Form 3811, July 2013

COMPLETE THIS SECTION ON DELIVERY

A. Signature

X *Olga F. Butler*

☐ Agent

☒ Addressee

B. Received by (Printed Name)

Olga F. Butler

C. Date of Delivery

9-2-15

D. Is delivery address different from item 1? ☐ Yes

If YES, enter delivery address below: ☐ No

3. Service Type

☒ Certified Mail®

☐ Priority Mail Express™

☐ Registered

☒ Return Receipt for Merchandise

☐ Insured Mail

☐ Collect on Delivery

4. Restricted Delivery? (Extra Fee)

☒ Yes

7015 1520 0003 3933 0011

Jared 9-8-15

Tier 3 for 2014

3 pgs

1-11-16

225-214-5400 2/4
1-800-842-6680 2/4FAX 1-11-16
10:25 AM

825-381-7271

LOUISIANA BOARD OF ETHICS

Post Office Box 4368

Baton Rouge, Louisiana 70821

TIER 3 PERSONAL FINANCIAL DISCLOSURE STATEMENT(ANNUAL)This Report Covers Calendar Year: 2014☒ ORIGINAL REPORT☐ AMENDED REPORT☐ FINAL REPORT WHERE TERM ENDS IN JANUARY (COVERING JANUARY 1 THROUGH JANUARY)Final reports must be filed on or before May 15 of the year in which your service to that office ends.
Refer to the "GENERAL INFORMATION" sheet of this form to determine eligibility.Office/Position Held: CouncilmanName (print full name): Olga Foster ButlerMailing Address: 100 LESLIECity, State, Zip: Richmond, LA 71282

Name of Spouse(if applicable) (print full name): _____

Spouse's Occupation _____

Principal Business Address: _____

City, State, Zip: _____

Check all that apply:☒ I have filed my federal income tax return for the previous year.☐ I have filed for an extension of my federal income tax return for the previous year.☒ I have filed my state income tax return for the previous year.☐ I have filed for an extension of my state income tax return for the previous year.

NOTE: La. R.S. 42:1124.3 does not provide you the opportunity to request an extension in filing your personal financial disclosure statement.

Certification of Accuracy

I do hereby certify that the information contained in this personal financial disclosure statement is true and correct to the best of my knowledge and belief.

O. Foster Butler

Signature of Filer



STATE OF LOUISIANA
DEPARTMENT OF STATE CIVIL SERVICE
LOUISIANA BOARD OF ETHICS

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www.ethics.state.la.us

CERTIFIED MAIL

NO. 70151730000190219796

RETURN RECEIPT REQUESTED

January 8, 2016

Olga F. Butler
100 Leslie Lane
Richmanqq, LA 71282

RE: Tier 3 Annual Personal Financial Disclosure Statement for calendar year 2014
Richmond Board of Alderman - Madison Parish
Late Fee Assessment – Report:

Dear Olga F. Butler:

Enclosed is an assessment of a late fee pursuant to La. R.S. 42:1124.4. Please submit a check or money order in the amount of \$1,500 payable to the *Louisiana State Treasurer*, Post Office Box 4368, Baton Rouge, Louisiana 70821.

In addition to the payment of this late fee, you are required to file a Tier 3 Annual Personal Financial Disclosure Statement for calendar year 2014, within 20 days from receipt of this notice. If the disclosure statement is not filed, the matter will be referred to the Ethics Board for further action.

You have 20 days from the receipt of this letter to submit payment or dispute this assessment. To dispute the assessment, you may elect to:

- **Request a waiver to the *Board of Ethics***

If you choose to request a waiver of the late fee, your request should include specific details, along with supporting documentation, as to why, in your opinion, you have *good cause* for not timely filing the report and why the late fee should be reduced, suspended, or waived. The request should be submitted to the attention of: *Louisiana Board of Ethics*, Post Office Box 4368, Baton Rouge, Louisiana 70821. You may also fax the request to 225/381-7271. Also, if you would like to appear before the Board of Ethics in connection with your request, you should state that in your request. If you request an appearance, you will be notified of the place and time prior to the meeting.

- **Appeal the assessment directly to the *Ethics Adjudicatory Board***

If you choose to appeal the assessment of the late fee, the proceedings will go before a three judge panel of administrative law judges. The panel will determine if you were required to file the disclosure statement and whether the disclosure statement was filed late. Mitigating factors are not considered. The Ethics Adjudicatory Board does not have the authority to reduce, suspend, or waive a late fee assessment. If you choose to *appeal* the assessment, you should submit your request to the attention of: *Executive Secretary*, Ethics Administration, Post Office Box 4368, Baton Rouge, Louisiana 70821. You may also fax the request to 225/381-7271.

If you do not pay, dispute, or appeal the assessment of the late fee, the matter will be forwarded to the Attorney General's Office to pursue collection. If the matter is forwarded to the Attorney General's Office for collection, you may be responsible for all additional costs incurred. Additionally, late fees not paid by the due date will be posted on the agency website.

You should be aware that unpaid fines, fees, or penalties may have an adverse effect on your ability to run for public office, as the *Board of Ethics* will object to your candidacy in future elections pursuant to La. R.S. 18:491 and 18:492.

If you have any questions, you may contact Robin Gremillion at 225/219-5600 or 1-800-842-6630.

Sincerely,

Donna Bourgeois

Donna Bourgeois
Administrative Coordinator

**STATE OF LOUISIANA
BOARD OF ETHICS**

**In Re: Tier 3 Annual Personal Financial Disclosure Statement 2014
Richmond Board of Alderman - Madison Parish
Late Fee Assessment – Report:**

ORDER

OLGA F. BUTLER was required to file a Tier 3 Annual Personal Financial Disclosure Statement for calendar year 2014 pursuant to La. R.S. 42:1124 et seq.

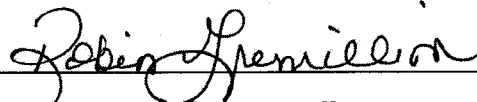
On September 2, 2015, OLGA F. BUTLER received a Notice of Delinquency for failing to file the disclosure statement. The notice required that the disclosure statement be filed by September 14, 2015 (pursuant to La. R.S. 42:1124.4). As of this date, the disclosure statement has not been filed.

La. R.S. 42:1124.4 authorizes the assessment of a \$50 late fee per day (not to exceed \$1,500) against OLGA F. BUTLER for this late filing.

Accordingly, **IT IS ORDERED** that the maximum penalty amount of \$1,500 be assessed against OLGA F. BUTLER for failing to timely file the Tier 3 Annual Personal Financial Disclosure Statement for calendar year 2014.

IT IS FURTHER ORDERED that OLGA F. BUTLER file a Tier 3 Annual Personal Financial Disclosure Statement for calendar year 2014.

ORDER signed on the 8th day of January 2016 at Baton Rouge, Louisiana.



Robin Gremillion, Director
Disclosure Division

SENDER: COMPLETE THIS SECTION

- Complete items 1, 2, and 3.

■ Print your name and address on the reverse so that we can return the card to you.

- Attach this card to the back of the mailpiece, or on the front if space permits.

1. Article Addressed to:

Olga F. Butler
100 Leslie Lane
Richmanqg, LA 71282



9796



9590 9403 0948 5223 6908 21

2. Article Number (Transfer from service label)

7015 1730 0001 9021 9796

COMPLETE THIS SECTION ON DELIVERY

A. Signature

Olga F. Butler

☐ Agent

☐ Addressee

B. Received by (Printed Name)

Dusty Butler

C. Date of Delivery

1-11-16

D. Is delivery address different from item 1? ☐ Yes

If YES, enter delivery address below: ☐ No

3. Service Type

☐ Adult Signature

☐ Adult Signature Restricted Delivery

☒ Certified Mail®

☐ Certified Mail Restricted Delivery

☐ Collect on Delivery

☐ Collect on Delivery Restricted Delivery

☐ Priority Mail Express®

☐ Registered Mail™

☐ Registered Mail Restricted Delivery

☒ Return Receipt for Merchandise

☐ Signature Confirmation™

☐ Signature Confirmation Restricted Delivery

stricted Delivery

1-B

PS Form 3811, July 2015 PSN 7530-02-000-9053

Domestic Return Receipt

RECEIVED
JAN 14 2016

2016 JAN 14 AM 11:45

January 13, 2016

State of Louisiana
Department of State Civil Service
Louisiana Board of Ethics
P. O. Box 4368
Baton Rouge, LA 70821

(225)219-5600

Fax: (225)381-7271

RE: Tier 3 Annual Personal Financial Disclosure Statement for calendar year 2014
Richmond Board of Alderman - Madison Parish - Olga F. Butler

Dear Ms Gremillion,

I received your notice on January 12, 2016, in reference to the absence of my 2014 Tier 3 Disclosure. I am exercising the right to submit a waiver as you advised per our phone conversation on January 12, 2016.

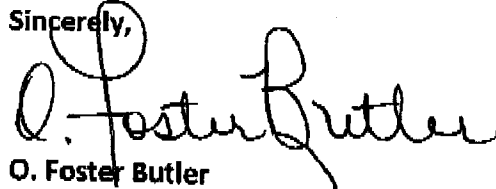
Ms.Gen Ellis (City Clerk) faxed on September 3, 2015, four disclosure statements and three of us have received similar letters from your division, "citing missing statement." After phone calls and questioning your department, two of the disclosures have been cleared and unfortunately, my disclosure has not been located.

These disclosures were passed out and completed at our monthly meeting and were promptly returned to Ms Ellis for faxing them to your division.

The Village truthfully submitted 4 disclosures with faxed data revealing the date, time and submission. We are at a loss as to where my form resides!

The Village of Richmond council, chief of police and mayor stand behind me as to the submission of the disclosure.

Sincerely,


O. Foster Butler


Mayor, Village of Richmond